

SOLE SOURCE PROCUREMENT REQUEST

Please complete and email to: vip@azdoa.gov

Entire document MUST be completed	
Section 1	
Requesting Agency: Department of Health Services	
Vendor: United States Post Office	Estimated Cost: \$128,591.80
Section 2	
Brief description of materials or services: Custom Made Newborn Screening Forms that includes a multipart Specimen Collection Form using 903 Specimen Collection Paper.	
Section 3	
Briefly describe why this procurement is Sole Source and why there is only a single source available: Whatman is the sole manufacturer of the 903 Specimen collection paper. Pre-made forms with the 903 Specimen Collection Paper can be purchased through resellers and distributors. Whatman is the only source that develops individually designed collection matrices that include multipart Specimen Collection Forms.	
Duration of this Sole Source procurement: One Year	
Briefly describe the efforts made to seek other sources: Research has been conducted through quotation requests, internet searches have using Yahoo and Google search engines and Whatman Sales Reps have been contacted for additional information.	

Send comments to the following individual:

Requesting Agency Contact Information	
Procurement Officer: Jamie Alton	
Phone Number: 602-542-1043	Email Address: altonj@azdhs.gov

State Procurement Website Posting Information	
R2- 7-E301 requires the State Procurement Administrator shall post the request on the State Procurement Office website and invite comments on the Sole Source request for five working days.	
Date Posted:	Date Closed: